

**MINUTES  
EAST NOTTINGHAM TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
August 14, 2018**

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The Regular Meeting of the East Nottingham Township Board of Supervisors was held in the Township Building on August 14, 2018 at 7 p.m. Those present were: Chairman Joe Herlihy, Vice Chairman Sam Goodley, Jr., Supervisor Art Rieck, Supervisor Shelley Meadowcroft, Supervisor Michael Watson, Solicitor Winifred M. Sebastian, Treasure Suzanne Hamlin, Zoning Officer PJ Scheese, Assistant Secretary Kelli Karlton and Guests.

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**Chairman Joe Herlihy called the meeting to order at 7:16 P.M.** immediately following the work session.

**The Pledge of Allegiance was led by Chairman Herlihy and a moment of silence was observed.**

**Public Comment on Agenda Items- None**

**AGENDA APPROVAL –**

**A motion was made by Chairman Herlihy, seconded by Supervisor Meadowcroft to Amend the Agenda, adding Item #12 RE: Residents coming to Township Supervisors homes. Also adding Item #13 RE: Spending Limit. The motion carried.**

**Ayes: 5      Nays: 0      Abstain:      0**

**A motion was made by Supervisor Meadowcroft, seconded by Supervisor Rieck to approve the new Agenda. The motion carried.**

**Ayes: 5      Nays: 0      Abstain:      0**

**Fact Finding Session –** There was a Fact Finding session before the Board of Supervisors Meeting.

Chairman Herlihy told the audience that the Regular Meeting Minutes for July 10, 2018 were on the table if anyone wished to read them.

**TOWNSHIP TREASURE’S REPORT -** Suzie Hamlin gave her report stating cash assets amount to \$3,576,067.99. Income received for July 2018 totals \$105,804.28. General Fund balance as of 7/31/18 is \$1,458,893.53. Bills for Approval total \$48,493.94.

**ROAD REPORT** – Roadmaster Bill Weaver gave his road report. Roadmaster reported that it was a routine month. Lots of down trees, some sinkhole repairs and mud clean due to the rain.

**OASA REPORT**

Vice Chairmen Goodley reported. Vice Chairman stated OASA is still working on its sale to pay the USDA. West Nottingham is waiting on sewer line cost. Vice Chairman Goodley also reported working on new pump station on 6<sup>th</sup> street and a supplemental grant from the city.

**OARA REPORT**

Chip Benke gave the report. Chip reported they met on July 19<sup>th</sup>, 2018. He reported that the water to the park will be by way of a well and they are meeting with the Borough 8/20/18. Phase I is completed and moving forward with Phase II & III preliminary plans on paper. Supervisor Watson reported that our Per Capita is one of the lowest in Oxford area currently at \$1.00 per resident and others are an upwards of \$5 to \$56 at an average of \$14.

**SUBDIVISIONS**

- **Langston Resolution for Approval** - Solicitor Sebastian read Resolution No. 2018-92 For the Approval of the Preliminary Subdivision 10/26/09 for 162 Homes.

**A motion was made by Supervisor Watson, seconded by Supervisor Meadowcroft to approve Resolution No. 2018-92. The motion carried.**

**Ayes: 4      Nays: 0      Abstain: 1      (Goodley)**

- **Letter of Extension – Century Oak Phase 3A Final Subdivision** – Date Specific for November 15, 2018

**A motion was made by Vice Chairman Goodley, seconded by Supervisor Meadowcroft to accept the letter of extension. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**SUPERVISORS**

- 1) **Township Ordinances** – Solicitor Sebastian said they would use a Work Session to do so. Solicitor Sebastian to send a draft with a November 2018 goal.

- 2) **Deed of Dedication Estates at Tweed Crossing**

**A motion was made by Supervisor Rieck, seconded by Supervisor Meadowcroft to adopt Resolution No. 2018-91 to accept Deed of Dedication. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**A motion was made by Supervisor Rieck, seconded by Supervisor Watson to authorize signing the maintenance agreement. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**3) Authorize Advertising of UCC Ordinance Adopting – Uniform Construction Code**

**A motion was made by Vice Chairman Goodley, seconded by Chairman Herlihy, for Ordinance adopting 2015 UCC Code at October Board of Supervisors Meeting. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**4) John Reynolds Letter of Support for Borough EMC -**

**A motion was made by Supervisor Watson, seconded by Vice Chairman Goodly, with the intent to adopt a resolution to support John Reynolds as EMC. The motion carried.**

**Ayes: 4      Nays: 1 (Meadowcroft)      Abstain: 0**

**5) OASA Property – 8/1/18 Letter**

Solicitor Sebastian reported that this property needs to go through subdivision.

**A motion was made by Supervisor Rieck, seconded by Chairman Herlihy, to authorize Solicitor Sebastian to write OASA back stating that this property needs to go through subdivision. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**6) Meadowview / Cook Letter of Credit -**

\$81,000 Letter of Credit – term 9/18/18

**A motion was made by Supervisor Meadowcroft, seconded by Supervisor Rieck, for Board of Supervisors to take action to draw on the letter of credit. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**7) Student Township Supervisor –**

**A motion was made by Chairman Herlihy, seconded by Supervisor Watson, to go ahead with the Junior Township Supervisor Program for a High School Junior or Senior. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**8) Website – New Site Design and Host HOMESTEAD**

**A motion was made by Supervisor Meadowcroft, seconded by Supervisor Watson, to approve the use a host website company, HOMESTEAD. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**8) Fireproof Cabinet –**

**A motion was made Vice Chairman Goodley, seconded by Supervisor Rieck, to approve \$3240 for the purchase of a fireproof file cabinet for record books. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**9) Secretary Opening – Announcement has been made. Job description complete.**

**10) Amendment to Fee Resolution – Add \$1000 Escrow Engineering time – Solicitor Sebastian to do a Resolution.**

**A motion was made by Supervisor Meadowcroft and seconded by Chairman Herlihy to amend fee resolution to add \$1000 escrow for engineer’s time. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**12) Residents coming to Township Supervisors homes –**

**Chairman Herlihy asked resident Sandy Fisher to in the future refrain from coming to his home for anything township related.**

**13) Supervisors Spending Policy Change - This item was tabled.**

**BILLS FOR APPROVAL**

**A motion was made by Supervisor Meadowcroft and seconded by Supervisor Rieck to approve all bills except for Solicitor Sebastian. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**A motion was made by Chairman Herlihy and seconded by Supervisor Meadowcroft to approve payment of Solicitor Sebastian. The motion carried.**

**Ayes: 4      Nays: 0      Abstain: 1 (Sam Goodley)**

**RESIDENTS ASKED TO BE ON AGENDA**

- **Shelia Bare – Storm Water Issue**

**A motion was made by Supervisor Meadowcroft and seconded by Vice Chairman Goodley to have Zoning Officer and Engineer go out and view property. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

- **Gary Coates – Theft and Accountability**

**MINUTES FOR APPROVAL**

**A motion was made by Supervisor Meadowcroft, seconded by Supervisor Rieck, to approve the Regular Minutes of July 10, 2018. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

**A motion was made by Supervisor Meadowcroft, seconded by Supervisor Rieck, to approve the Special Meeting Minutes of August 1, 2018. The motion carried.**

**Ayes: 4      Nays: 0      Abstain: 1 (Goodley, absent from meeting)**

**RECOGNITION OF VISITORS****I. Correspondence**

- Department of Transportation Resurfacing Roads in Chester County
- PSATS Fall Forums
- PaOne Call The Keystone of Damage Control
- SIMS Report
- Oxford Area Sewer Authority Reedville Road Property
- Union Fire Co. #1 Incident List for ENT
- OARA Meeting Minutes
- PROP Recycling
- CCEDC Weekend Edition
- Oxford Area Chamber of Commerce 5K Run/Walk
- PSTATS Human Resources and Labor Management Institute
- Green Region PECO Open Space Grant Opportunity
- TOD Summit
- PSTATS Developing your township budget
- PSTATS Upcoming Education Events
- Brandywine Conservation Events
- PennDot Connects Municipal Outreach
- Welcome Christiana Crawford to Wastewater Expert
- FMA Webinar
- PSAB Training
- The Collins Center Report
- The Chester County Health Department Mosquito Control Treatment
- PROP August Updates
- PSTATS Board of Trustees Pension Trust
- Delaware Community College EMT Training
- CoRE Program
- Pa811 Newsletter

- PAMA Conference
- COSTARS Newsletter
- ORPC Meeting
- Brown Letter / Shelia Bare
- TeamAg Inc.
- Southern Chester County Emergency Medical Services Monthly Report
- OASA Agenda
- CCEDC's Weekend Edition
- Soil Stabilization and Pavement Preservation Techniques
- Chester County 2020
- East Coventry Manager
- NextGov, Combating the threat from within 8/7 event
- OxREM Meeting Minute Draft
- PSATS 2019 Annual Conference
- PSATS Summer 2018 Newsletter
- ENT 911 Call Log
- ORPC June Meeting Report and July Agenda
- OXREM Meeting Minutes Draft
- SPCA July 2018 Statistics
- Brandywine Conservation Summer
- PSATS: Townships Roll in an Emergency


**A motion was made by Supervisor Rieck, seconded by Supervisor Watson to adjourn the meeting. The motion carried.**

**Ayes: 5      Nays: 0      Abstain: 0**

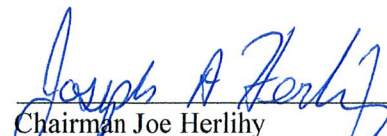
The meeting adjourned at 8:49 p.m.

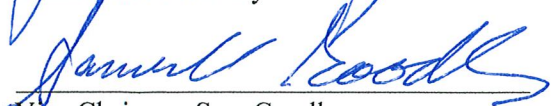
Respectfully submitted by Kelli Karlton

Attest

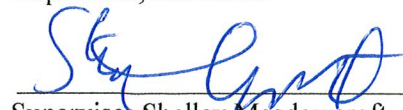
  
 Kelli Karlton  
 Assistant Township Secretary

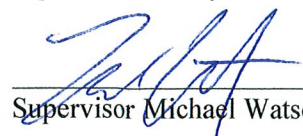
Date: 9/11/18

  
 Chairman Joe Herlihy

  
 Vice Chairman Sam Goodley

  
 Supervisor, Art Rieck

  
 Supervisor Shelley Meadowcroft

  
 Supervisor Michael Watson